STREET CLOSURE/ASSEMBLY/PARADE APPLICATION & AUTHORIZATION

Today's Date: _____

Name of Applicant	Address	Phone #

Street Closure [ ] Assembly [ ] Parade [ ] on _____
                                   Event Date   / (Street Closure Date and Time if different)

Reason for Parade: _____

Route of travel or place of assembly: _____

_____

Types of Units (animals, vehicles, pedestrians, etc.): _____

Number of Units _____ Party responsible for clean up: _____

Special requirements_____

_____

Traffic control needed? *Yes [ ] No [ ]* Police Officers needed? *Yes [ ] No [ ]* Barricades needed? *Yes [ ] No [ ]*

Party responsible for obtaining barricades:_____

For Dismantling: _____ Roadway signs needed? _____ *Yes [ ] No [ ]*

Encroachment permit needed? *Yes [ ] No [ ]* If yes, party responsible for obtaining?_____

Sketch map on back showing parade route and/or street closure location:

NOTE: *Any event affecting state highways (including historic Lincoln Way) must have application submitted within 45 days of the requested event date.
    *All other applications are to be filed 30 days in advance.
    *You will be required to pay for the hiring of any additional personnel for the safe operation of your event.
    * You must notify the police department of event cancellation a minimum of 3 hours before scheduled start time.

Signature of Applicant _____

APPROVAL: Fire Dept. _____ **Public Works** _____ **City Manager** _____
                 Mark D'Ambrogi   **Charley Clark**   **Robert Richardson**

****

The following to be completed by the Auburn Police Department:

_____ Application denied due to _____

_____Approved   _____ Approved, pending ratification of the following stipulations :

_____

_____

"No Parking" signs to be posted 24 hrs. in advance? [ ] Yes [ ] No   Deposit required: $ _____
                                                   (Make check payable to: The City of Auburn)

Signature of Applicant (if additional stipulations listed) :_____ Date: _____

Return signed authorization along with any required deposit to: APD, 1215 Lincoln Way, Auburn, Ca 95603 (530) 823-4237

                                                             Date:_____

_____

Nicholas S. Willick, Chief of Police

Cc; Public Works; Fire Dept.; City Manager

STREET CLOSURE/PARADE APPLICATIONS

☐ *Applications are available in the Licensing/Revenue Office and Public Works. Inform applicants of the potential costs associated with barricades, security etc.*

☐ *Applicant must complete their portion of the application*

☐ *Application will then be approved by the Fire Department, Public Works and the City Manager.*

☐ *Application is then sent/routed to the Auburn Police Department, ATTN: Captain Valerie Harris for final approval.*

☐ *Captain Valerie Harris will contact applicant regarding any questions, associated costs, etc.*